

# BID SOLICITATION

Page 1 of 8  
Printed: 9/9/2002



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

**BID NUMBER: B01396**  
**TITLE: PM/RPR: LOADERS/TRACTORS/B/HOE**  
**BID OPENING DATE AND TIME:**  
**09/23/2002 11:30 AM**

BUYER: STEPHEN HARRIS  
PHONE #: (401) 222 - 2142 ext. 127  
BLANKET PERIOD: 10/1/02 - 9/30/04

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	BLANKET REQUIREMENTS: 10/1/02 - 9/30/04 WITH EXTENSIONS OF UP TO (2) TWO ADDITIONAL YEARS.  MPA #92				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p><b>BIDDING</b></p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p><b>ORDERING</b></p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.</p>				

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	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none"><li>* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS &amp; OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER.</li><li>* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION.</li><li>* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION.</li><li>* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER.</li><li>* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION &amp; INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.</li></ul>				

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	<p>THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND FISCAL YEAR 2002 ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.</p> <p>BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. *MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.</p>				

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	<p>BIDDERS MUST INCLUDE WRITTEN, DETAILED EXPLANATION OF WARRANTY OR GUARANTEE TO BE PROVIDED.</p> <p>SUCCESSFUL BIDDER WILL BE REQUIRED TO PROVIDE COPIES OF ALL LICENSES, PERMITS, ETC. REQUIRED BY LAW BEFORE PURCHASE ORDER IS ISSUED.</p> <p>EACH BIDDER MUST BE PERMANENTLY LOCATED WITHIN 60 MILES/1HOUR OF AGENCY LOCATION.</p> <p>PREVENTATIVE MAINTENANCE AND REPAIR: LOADERS, TRACTORS, BACKHOES, AND SKID STEERS</p>				
1.0	760-03 LOADERS - FLAT FEE COST PER PM CHECKLIST (ALL INCLUSIVE PRICE)	1.00	EA		
2.0	760-03 MOWERS - FLAT FEE COST PER PM CHECKLIST (ALL INCLUSIVE PRICE)	1.00	EA		
3.0	760-03 BACKHOES - FLAT FEE COST PER PM CHECKLIST (ALL INCLUSIVE PRICE)	1.00	EA		

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4.0	760-03 SKID STEER - FLAT FEE COST PER PM CHECKLIST (ALL INCLUSIVE PRICE)	1.00	EA		
5.0	760-03 STRAIGHT TIME LABOR RATE - STATE FACILITY	1800.00	HR		
6.0	760-03 STRAIGHT TIME LABOR RATE - SHOP	6700.00	HR		
7.0	760-03 STRAIGHT TIME LABOR RATE - ROAD	100.00	HR		
8.0	760-03 2ND YEAR - STRAIGHT TIME LABOR RATE - STATE FACILITY	1800.00	HR		
9.0	760-03 2ND YEAR - STRAIGHT TIME LABOR RATE - SHOP	6700.00	HR		
10.0	760-03 2ND YEAR - STRAIGHT TIME LABOR RATE - ROAD	100.00	HR		

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	<p>NOTE:</p> <p>OVERTIME WILL BE COMPENSATED AT 1.5 X STRAIGHT TIME HOURLY NOTE (OVERTIME HOURS APPLY 400 PM TO 7 AM.</p> <p>AWARD DETERMINATION SHALL BE BASED ON THE SUM OF FLAT FEE COSTS AND EXTENDED STRAIGHT TIME HOURLY RATES.</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				
				<b>TOTAL:</b>	

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## BID DOCUMENT

### HEAVY EQUIPMENT: PREVENTIVE MAINTENANCE AND REPAIR SERVICES

The Rhode Island Department of Administration's Division of Purchases, on behalf of the Department of Transportation (RIDOT) Maintenance Division and other State Agencies, is soliciting proposals from qualified firms to provide preventive maintenance and repair services for Front-End Loaders, Mowing Tractors, Backhoes and Skid-Steer Loaders owned mainly by RIDOT, in accordance with the terms of this Bid Document. There are approximately 73 pieces of equipment that will be included on a regular basis. Other State Agencies will be included as needed.

22 – Front-End Loaders  
54 – Mowing Tractors  
11 – Backhoes  
6 – Skid-Steer Loaders

### CONTRACT PERIOD

Initial term will be effective for a period of twenty-four (24) months; extensions could lengthen term to a total of forty-eight (48) months.

### INSURANCE

In accordance with the General Conditions of Purchase (Item 31), insurance certificate is required for Workers' Compensation, Public Liability, Property Damage Insurance, Auto Insurance, etc. and must be submitted by the successful Bidder(s) to the Division of Purchases prior to award. Annual renewal certificates must be submitted to the Agency. Failure to do so may be grounds for cancellation.

### PUBLIC OPENING

1. All offers received in response to this request will be opened & bidders' name read publicly at the time and date specified.
2. Depending on the number of responses and availability of time, the State may elect not to read prices. If so, bid results will be available to be viewed on the State of Rhode Island website at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us) and, in addition, at the Division of Purchases, One Capitol Hill, Providence, R.I. to all respondents within a reasonable time.
3. However, it should be kept in mind that all proposals are subject to review to determine responsibility and responsiveness before any award determination is made.

### BID REQUIREMENTS

Offerors may submit any information descriptive of the ability to provide the service(s) requested, but MUST complete and return the enclosed "Bid Summary" and "Bid Response Cost Proposal" in order to be considered. Failure to provide all required information, or to provide all required signatures by an officer or authorized agent of the offeror may result in the rejection of the offer in its entirety.

Offers reflecting alternate scope(s) of work, or terms and conditions will be considered, but must be submitted under separate cover and must clearly indicate that it is an alternate offer.

## CONTRACT AWARD

The State will make every attempt to award within sixty (60) days of the date (s) indicated for opening to the offeror (s) who are determined to represent the lowest overall cost to the State on the basis on their responsiveness to the requirements of this Request and the State's satisfaction with demonstrated performance. The State reserves the right to make multiple awards for any individual requirement and/or to make award (s) for preventive maintenance which are exclusively separate from award (s) for repairs.

## EVALUATION OF OFFERS

The evaluation of offers will be based on a comparative determination of the extent to which each offeror's submission meets the goals, intent, and requirements set forth herein.

-Based, at a minimum, on the requirement: Bid Summary  
Cost Proposal

Criteria to be considered are:

1. Bidder's Qualifications for the Services Offered:

Demonstrated Experience

-Preference will be afforded firms with demonstrated fleet experience

2. Bidder's Capacity to Minimize Equipment Downtime

Preference will be afforded firms offering services with the fastest turnaround time as measured by:

-Ready availability (In Stock) of applicable parts priority for State work orders in bidder's workload

3. Cost

Preference will be afforded firms offering services with the lowest overall cost to the State; cost includes direct State labor costs incurred in executing work orders and downtime required for repairs.

4. Where applicable, State's previous level of satisfaction with individual bidders on the quality, quantity, documentation and cost of their completed work orders for services:

A. Completeness and Reliability of Services Rendered Including:

- Frequency of Necessary Rework, Corrective Follow-up, or Product Replacement

B. Capacity of Resolution of Problems Including:

- Availability/Receptivity to Discuss Problems Frequency of Effective Resolution

C. Documentation of Services Rendered

Compliance with Contract Terms

The State reserves the right to conduct a Pre-Award Survey of the facilities of any offeror, and to conduct interviews with offerors to obtain additional or supplementary information to assist the evaluation of offers, or to verify information provided in response to this Bid.

The State reserves the right to reject any or all offers.

#### INQUIRIES

Inquiries concerning this Bid should be directed as follows:

-With regard to technical/operational concerns....

Ed Naylor  
Fiscal Management Officer  
DOT/Maintenance Division  
Telephone: 222-2378

-With regard to the terms and conditions governing this Bid, the evaluation of offers received in response to this Bid, and/or any awards arising out of responses to the Bid:

Stephen Harris  
Buyer II  
Division of Purchases  
Telephone: 222-2142 Ext. 127

## SCOPE OF WORK

### 1. PURPOSE

The purpose of this Bid is to solicit proposals from qualified vendors who can provide preventive maintenance and inspection and related services as well as additional repairs as needed for Front-End Loaders, Mowing Tractors, Backhoes, and Skid Steer Loaders. Preventive Maintenance (PM) services are defined in the checklist to follow: PM services and all minor replacement and repairs will occur at the DOT facility location where the equipment is currently assigned.

Location assignments listed in this bid document are current; some transfers will likely occur during the contract period. Location changes and PM scheduling will be coordinated through DOT Maintenance Division Superintendent of Heavy Equipment.

### 2. FLEET DESCRIPTION: 22 Loaders/54 Tractors/11 Backhoes/6 Skid Steer Loaders

3. DOT FACILITY AND STOCKPILE LOCATIONS:

Generally, preventive maintenance inspection and related services and separately authorized additional repair services will be provided at the DOT Facility or Stockpile during normal weekday business hours (7:00 AM – 3:30 PM).

Facility and Stockpile Locations are:

Glocester Facility Putnam Pike Glocester, RI	Clayville Route 102 & 114 (combined Rt.) Scituate Foster Line (Clayville)	Midstate Hopkins Hill Road West Greenwich, RI
Scituate Facility Spring Brook Road Scituate, RI	Belleville Facility Tower Hill Road North Kingstown, RI	Route 6 & 295 Johnston, RI
Cherry Hill Facility Cherry Hill Road Johnston, RI	Hope Valley Facility Bank Street Hope Valley, RI	
Lincoln Facility Washington Highway Lincoln, RI	Charlestown Facility Perryville Road Charlestown, RI	
Lincoln Depot Jefferson Blvd. Warwick, RI	Westerly Facility Westerly-Bradford Road Westerly, RI	
Anthony Facility Mapledale Avenue Coventry, RI	Portsmouth Facility Anthony Road Portsmouth, RI	
East Providence Facility 1032 Willett Avenue East Providence, RI	Middletown Facility Wyatt Road Middletown, RI	
Little Compton Facility Willett Avenue Little Compton, RI	Providence Facility 21 Okie Street Providence, RI	
Warren Yard Ridgeway Drive Warren, RI	Route 6 Warren Avenue East Providence, RI	
Apex Under Route 95 Pawtucket, RI	Whipple Avenue Whipple Avenue Burrillville	
Lawton Valley Route 114 (West Main Road) Portsmouth, RI	Smithfield Route 116 & 7 Smithfield	
Dillions Corner Route 108 & 101 Narragansett, RI	Summit Route 102 & 117 Coventry, RI	

#### 4. PARTS/FLUIDS

Parts acceptable for use on fleet cited are limited to new or remanufactured parts; used parts are not acceptable. The State may request to inspect any or all replaced parts at any time prior to acceptance of the completed work order; therefore vendor must not dispose of any replaced parts until acceptance of work order.

Fluids acceptable for use on the fleet cited are limited to manufacturer's recommended or approved equal.

#### 5. PREVENTIVE MAINTENANCE & INSPECTION AND RELATED SERVICES

Flat fee preventive maintenance & inspection and related services will be on a schedule to be coordinated by the Superintendent of Maintenance and performed as follows:

##### FRONT-END LOADERS

- Every six months (or at intervals of 250 operating hours, whichever is sooner) prior to and following winter operations.

##### TRACTORS AND BACKHOES

- Intervals of 250 operating hours; minimum: annually, prior to start of spring operations.

##### SKID-STEER LOADERS

- Intervals of 250 operating hours

Preventive maintenance & inspection and related services will be bid on a flat-fee lump-sum basis all inclusive of labor, material and overhead as defined in the checklist below. Repairs not referenced in the checklist will be authorized and priced separately (See Cost Proposal).

#### CHECKLIST

\_\_\_\_\_ Inspect the following: indicate need for replacement or adjust as indicated:

- \_\_\_\_\_ All fluid levels: coolants, transmission, etc.; top off as needed
- \_\_\_\_\_ Air intake system - normal cleaning of canister & element included
- \_\_\_\_\_ Inspect for leaks: oil, fuel, air, etc. - minor leaks to be repaired
- \_\_\_\_\_ Belts: adjust as necessary or indicate recommendation to replace
- \_\_\_\_\_ King pins
- \_\_\_\_\_ Bushings
- \_\_\_\_\_ Oil change, filter, grease, etc.

- ☐ Front and Rear Axles
- ☐ Steering, Steering Gear and Linkages
- ☐ Suspension
- ☐ Ignition System (including starter and crank speed)
- ☐ Electrical System (including battery charge level, cables and terminals)
- ☐ Brakes
- ☐ Complete Hydraulic System

☐ Replace the following (per manufacturer's recommendations):

- ☐ Engine Oil
- ☐ Oil Filter
- ☐ Air Filter
- ☐ Fuel Filter
- ☐ Hydraulic Oil Filters
- ☐ Hydraulic Oil

☐ Inspect: Indicate Recommendation to Replace as Appropriate

- ☐ Wipers
- ☐ Hoses (Inc. Water and Hydraulic)

☐ Lubricate chassis at all lubrication and grease points

☐ Test drive to ensure equipment and all functions are operating properly and safely. This includes, but is not limited to the functioning of all lights, brakes, safety interlocks, steering etc.

☐ Report in writing all specific inspection findings and operating deficiencies, with itemized estimated replacement and repair costs where recommended.

## 6. REPAIRS

In instances where repair work in addition to flat fee preventive maintenance services is indicated, an itemized labor and parts estimate is to be provided to the Superintendent of Maintenance. **UNDER NO CIRCUMSTANCES** is repair work to be initiated without prior acceptance of the estimate by the Superintendent of Maintenance or his/her superiors as evidence by the issuance of a work order authorization number. The State reserves the right to obtain alternate repair estimates from more than one contract vendor for any given work order.

Should emergency conditions exist (e.g., adverse weather forecasted), the State

reserves the right to authorize repairs at alternate qualified vendors should this be necessary to ensure timely availability of equipment. Any repair work completed without prior approval is the sole responsibility of the vendor; unauthorized invoices will be returned.

7. PREVENTIVE MAINTENANCE AND REPAIRS: CONDITIONS AND RESTRICTIONS

- It is the State's intent that all work will be conducted at the DOT Facility and Stockpile locations where the equipment is assigned. Road service, or more substantial repairs may necessitate transporting the equipment to vendor's location. Should circumstances warrant service at the vendor's location, transport will be arranged by the State. The State, only when unable to supply sufficient manpower to arrange transport, will require vendor-supplied pick-up and delivery; vendor will be solely responsible for all liabilities, including bodily injury and property damage during transport. If vendor subcontracts pick-up and delivery, it is the vendor's responsibility to ensure subcontractor has required insurance. (See Cost Proposal - #3)
- The Superintendent of Maintenance will coordinate with successful Bidder (s) to establish a target preventive maintenance schedule for each vehicle at its currently assigned DOT location. Some changes in equipment locations from the assignments listed in this bid document will likely occur during the contract period. Successful bidder must establish and maintain a log that shows the preventive maintenance and repair history of each unit by make model and s/n. Failure to maintain proper equipment history in log could subject contract to cancellation.
- No subcontracting of preventive maintenance and repair services is acceptable without prior approval. Should extraordinary circumstances warrant the acceptance of subcontracted services, a written request fully disclosing these circumstances is to be forwarded to the Division of Purchases and Assistant Director, DOT Maintenance for consideration.

8. INVOICING AND PAYMENT TERMS

- Invoicing for EACH authorized WORK ORDER must be submitted IN QUADRUPLICATE:

Superintendent of Maintenance  
DOT/Maintenance Division  
21 Oakie Street  
Providence, RI 02908

Invoices not sent in QUADRUPLICATE will be returned for resubmission.



- Each invoice must clearly designate:
  - Vehicle make, model & S/N
  - Vehicle Registration Number
  - State-issued Work Order Authorization Number
  - Unit Cost for all Preventive Maintenance Services completed
  - Itemized Charges for Repair Work: Labor Hours and Rates
    - Identification and Charges for Parts
    - Pick-up/Delivery Fee Etc.

Invoices must clearly indicate which category labor rate is for shop, road, or facility and must show # of hours for each operation.

**NOTE:** No "Miscellaneous" or "Supplies" Charges will be accepted; any Invoices including such will be RETURNED.

-Hours of Service (Time and Date IN and OUT.)

**NOTE:** INVOICES SUBMITTED DIRECTLY TO STATE FLEET OPERATIONS. CAPITOL HILL WILL NOT BE PROCESSED FOR PAYMENT.

- Arrangements for Payment will be processed in accordance with established Department of Administration-State Fleet Operation procedures. DOT Maintenance Division will forward invoice and authorization documents to State Fleet once services rendered under each work order have been inspected for quality and completeness and are satisfactorily accepted.

HEAVY EQUIPMENT: PREVENTIVE MAINTENANCE AND REPAIR SERVICES

GENERAL INFORMATION

NUMBER OF YEARS IN BUSINESS \_\_\_\_\_ TOTAL NO. OF EMPLOYEES \_\_\_\_\_

1. BIDDER'S FULL NAME AND ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. DESCRIPTION OF MOBILE EQUIPMENT:

TYPE	USE	HOW EQUIPPED (BE SPECIFIC)
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. LOCATION (S) OF SERVICE FACILITY (IES)

ADDRESS	NUMBER OF SERVICE BAYS	NUMBER OF SERV. PERSONNEL
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. SERVICE AVAILABILITY (Check all that apply):

( ) WEEKDAYS (\_\_\_ AM TO \_\_\_PM)      ( ) AFTER HOURS (\_\_\_AM TO \_\_\_PM)  
( ) WEEKENDS                              ( ) HOLIDAYS

**NOTE:** For PM services and minor repairs AT DOT Facilities available service hours are 7:00 AM to 3:30 PM weekdays

5. SERVICE CAPACITY:

For PM services and minor repairs location: AT DOT Facilities.

Number of Vehicles that can be worked on simultaneously, i.e., within a single day: \_\_\_\_\_.

For major repairs : at Vendors Facility location.

Number of Vehicles that can be worked on simultaneously, i.e., within a single day:\_\_\_\_\_.

WORKLOAD -

Specify number of work orders completed in a typical week (from all sources)

#\_\_\_\_\_ Work Orders Weekly

Specify number of hours/days required to formulate repair estimate:

#\_\_\_\_\_ Hours \_\_\_\_\_ Days

Specific number of hours/days required to complete work order once authorized:

Enter number and circle as appropriate:

#\_\_\_\_\_ Hours \_\_\_\_\_ Days

6. SERVICE RADIUS:\_\_\_\_\_

\_\_\_\_\_

7. DIAGNOSTIC AND TEST EQUIPMENT: (Be specific by type & quantity)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. RHODE ISLAND OFFICIAL INSPECTION STATION?

( ) YES LICENSE NO. \_\_\_\_\_

9. WARRANTY ON PARTS AND WORKMANSHIP: \_\_\_\_\_

**NOTE:** Unless exception and limitations are specifically noted and agreed to by the State, the will assume that all warranties are full and unconditional, and cover a period of not less than twelve months from the date of service/installation.

10. All bidders must indicate what procedures are followed regarding disposal of accumulated waste oil, fuels, antifreeze etc. **Please be specific.**
11. All bidders must indicate what procedures are followed during washing/steam cleaning of equipment as relates to the oils, greases, fuels etc. that are washed onto the ground. **Please be specific.**
12. Include with proposal a copy of a sample log page showing preventative maintenance and repair history.

See item 7 of the scope of work regarding log.

PROPOSAL

1. PICK-UP/DELIVERY FEES (From/To State Facility): When requested, Vendor will provide pick-up and delivery services, the following flat fee will apply:

Flat Fee Pick-up/Delivery to (or from) any point in the state (excluding Block Island)

\$ \_\_\_\_\_ One Way

Does vendor own pick-up/delivery equipment: \_\_\_\_\_ Yes \_\_\_\_\_ No

If so specify make and model truck trailer.

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Note: During requested pick-up and delivery Vendor will be solely responsible for all Liability including bodily injury and property damage.

2) **PRICE STRUCTURE/READILY AVAILABLE INVENTORY FOR PARTS/FLUIDS\***  
 (Other than those in preventive maintenance inspections):

NAME OF MANUFACTURER	CATALOG USED (INCLUDE DATE/EDITION)	PERCENTAGE DISCOUNT	COLUMN OR PRICE BREAK
<u>KOBELCO</u>	_____	_____	_____
<u>JOHN DEERE</u>	_____	_____	_____
<u>FORD</u>	_____	_____	_____
<u>MASSEY-FERG.</u>	_____	_____	_____
<u>CASE</u>	_____	_____	_____
<u>NEW HOLLAND</u>	_____	_____	_____
<u>JCB</u>	_____	_____	_____
<u>INTERNATIONAL</u>	_____	_____	_____
<u>BOBCAT</u>	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Attach additional pages and/or actual price catalogs (In Triplicate) currently proposed, as needed.

NOTE: No "Miscellaneous" or "Supplies" charges will be accepted; ALL charges and fees must be fully inclusive as entered in the Cost Proposal.

3) **FLUIDS: \***

BRAKE FLUID	\$ _____ PER PINT
HYDRAULIC OIL	\$ _____ PER GAL.
MOTOR OIL	\$ _____ PER QT.
80W90 TRANSMISSION FLUID	\$ _____ PER PINT
20W30 MULTTWEIGHT TRANSMISSION FLUID	\$ _____ PER PINT
POWER STEERING FLUID	\$ _____ PER QT.
ANTIFREEZE	\$ _____ PER GAL.
WINDSHIELD WASHER FLUID	\$ _____ PER GAL.

\*The state shall reserve the right to reject invoices for supplies or materials that are billed in excess of the average retail prices.

4) PARTS/FLUIDS – READILY AVAILABLE INVENTORY

FOR THE PARTS/FLUIDS PRICED ABOVE, VENDOR DESCRIBE OR LIST THE PARTS/FLUIDS on hand at Vendor's service location and routinely readily available to bring to DOT Facility Locations for replacement or repairs. (Parts should be reference by manufacturer name and part number.)

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5) IF AWARD IS MADE TO YOUR FIRM, WOULD YOU BE AGREEABLE TO AN EXTENSION, AT SAME TERMS PRICES, AFTER EXPIRATION OF INITIAL TERM?

YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES: 1-YR. \_\_\_\_\_ 2-YR. \_\_\_\_\_ Initials \_\_\_\_\_

ADDITIONAL INFORMATION

Additional information which would prove useful in the evaluation process is invited. Information solicited includes, but is not limited to the following:

- Specific skills, certifications, and/or licensure held by employees of an offeror to Perform specialized analysis or repair;
- Method (s) employed to schedule work;
- Method (s) employed to inspect work;
- Method (s) employed to control and procure parts inventory;
- Approximate average value of parts inventory;
- A listing of major or specialized equipment not described elsewhere herein;
- Provisions for rework or corrective work

Reg	Veh	Make	Model	Facility	Model
474	88	Kobelco	loader	Belleville	LK600A
1009	88	Kobelco	loader	Belleville	LK600A
1178	88	Kobelco	loader	Cherry Hill	LK600A
472	88	Kobelco	loader	East Providence	LK600A
1227	88	Kobelco	loader	East Providence	LK600A
1528	98	John Deere	loader	East Providence	624H
451	88	Kobelco	loader	Glocester	LK600A
961	88	Kobelco	loader	Glocester	LK600A
1352	88	Kobelco	loader	Hope Valley	LK600A
1502	98	John Deere	loader	Hope Valley	624H
1850	88	Kobelco	loader	Hope Valley	LK600A
1274	87	Kobelco	loader	Lincoln	LK600A
1482	98	John Deere	loader	Lincoln	624H
480	88	Kobelco	loader	Midstate	LK600A
1486	88	Kobelco	loader	Midstate	LK600A
1124	88	Kobelco	loader	Midstate	LK600A
1420	88	Kobelco	loader	Midstate	LK600A
1263	88	Kobelco	loader	Portsmouth	LK600A
1353	88	Kobelco	loader	Portsmouth	LK600A
457	88	Kobelco	loader	Portsmouth	LK600A
1264	88	Kobelco	loader	Scituate	LK600A
1173	88	Kobelco	loader	Scituate	LK600A
					0 0



Reg	Veh	Make	Model	Facility	Type
1226	70	International	mower	Belleville	2544
418	98	New Holland	boom mower	Belleville	TS90
405	97	New Holland	mower	Belleville	5640
394	87	Case	mower	Belleville	685
481	72	International	mower	Belleville	140
1267	88	Ford	mower	Belleville	LA414C
1327	63	John Deere	mower	Belleville	1010
1363	70	International	mower	Belleville	2544
232	87	Ford	mower	Belleville	LA414C
1437	98	New Holland	mower	Belleville	TS90
485	64	International	mower	Block Island	140
1084	59	International	mower	Block Island	Cub Low Boy
1089	58	International	mower	Block Island	240 Utility
1419	88	Ford	mower	East Providence	LA414C
434	98	New Holland	boom mower	East Providence	TS90
529	97	New Holland	mower	East Providence	5640
441	88	Ford	mower	East Providence	LA414C
1417	97	Ford	mower	East Providence	5640
428	88	Ford	mower	Glocester	LA414C
487	87	Massey Fergus	mower	Glocester	375
250	98	New Holland	boom mower	Hope Valley	TS90
478	88	Ford	mower	Hope Valley	LA414C
289	87	Ford	mower	Hope Valley	LA414M
280	87	Massey Fergus	mower	Hope Valley	390

Reg	Veh	Make	Model	Facility	Type
328	87	Case	mower	Hope Valley	685
446	72	International	mower	Hope Valley	140
239	87	Massey Fergus	mower	Hope Valley	375
769	64	International	mower	Hope Valley	140
1106	88	Ford	mower	Hope Valley	LA414C
486	63	International	mower	Hope Valley	140
256	87	Massey Fergus	mower	Lincoln	390 Double
1101	98	New Holland	boom mower	Lincoln	TS90
288	87	Ford	mower	Lincoln	LA414C
1427	98	New Holland	mower	Lincoln	TS90
527	97	New Holland	mower	Lincoln	5640
473	87	Case	mower	Lincoln	685
244	87	Massey Fergus	mower	Midstate	375
347	87	Massey Fergus	mower	Midstate	375
1608	88	Ford	mower	Midstate	LA414C
271	87	Massey Fergus	mower	Midstate	375
1418	97	Ford	mower	Midstate	5640
139	97	New Holland	mower	Midstate	5640
304	98	New Holland	boom mower	Midstate	TS90
402	87	International	mower	Midstate	LA414C
1508	88	Ford	mower	Portsmouth	LA414C
484	64	International	mower	Portsmouth	140
333	98	New Holland	boom mower	Portsmouth	TS90
1862	72	International	mower	Portsmouth	140

Reg	Veh	Make	Model	Facility	Type
1083	88 Ford		mower	Portsmouth	LA414C
1426	98 New Holland		mower	Portsmouth	TS90
768	64 International		mower	Portsmouth	140
766	64 International		mower	Portsmouth	140
1396	98 New Holland		boom mower	Scituate	TS90
376	87 Case		mower	Scituate	685

Reg	Veh	Make	Model	Facility	Model
1519	98 John Deere	backhoe		Belleville	410E
497	87 Case	backhoe		Belleville	680K
2160	87 Case	backhoe		Block Island	680K
1078	88 John Deere	backhoe		Bridge	210C
1849	87 Case	backhoe		East Providence	680K
475	98 John Deere	backhoe		Glocester	410E
495	87 Case	backhoe		Hope Valley	680K
1518	98 John Deere	backhoe		Lincoln	410E
1231	98 John Deere	backhoe		Midstate	410E
2161	98 John Deere	backhoe		Portsmouth	410E
206	87 JCB	backhoe		Traffic	1550B

Reg	Veh	Make	Model	Facility	Model
2156	2001	Bobcat	Skid steer loader	Automotive	963 G
514	2001	Bobcat	Skid steer loader	Midstate	963 G
2188	2001	Bobcat	Skid steer loader	Bridge	963 G
971	97	Bobcat	Skid steer loader	Belleville	763 H
1701	2000	Bobcat	Skid steer loader	Cherry Hill	763 H
2303	2000	Bobcat	Skid steer loader	East Providence	763 H
					0 0

# NOTICE

Generally, the State does not expect to be charged for repair estimates by Vendors who currently have contracts with the State for similar work; even when the Vendor does not repair a piece of equipment for which they have given the State an estimate. For any situation that a current Vendor feels he will have to charge the State for a repair estimate, the specific Agency must be notified in writing, in advance of the cost of the estimate and the reason(s) the Vendor intends to charge the State for the estimate. If approved, the specific Agency must provide the Vendor with written confirmation, in advance of the estimate being done.

It is understood that a particular situation may require that the State pay for an estimate but that will be infrequent and only if the procedures outlined above are followed by both the State and the Vendor.

Vendor should bear in mind that overlapping and/or combining of requirements may be necessary to prevent delays and provide for a more responsive workflow.

Special requirements such as location, impending storms, vendor workload, etc. may also necessitate a one-time or temporary change from actual award.

Should any of the above transpire, it should not be misinterpreted to be a permanent change from the award or an attempt to circumvent the proper implementation of the award(s).

Also bear in mind that the State reserves the right to solicit prices on any extraordinary repairs.

Vendor(s) should be aware that documentation verifying the accuracy of parts prices and labor charges may be required periodically as part of normal auditing procedures.

In no event will any individual work order exceed \$15,000 for DOT, or \$5,000 for all other Agencies, without prior written approval of the Division of Purchases. Splitting individual requirements that exceed the limit into more than one work order shall not be allowed.

# NOTICE

For warranty work Vendor(s) must be a manufacturer or stocking distributor/dealer at the time of bid submittal and must maintain that status for the life of the contract or award, Vendor cannot be a broker.

It is the States intention to make multiple awards because of the statewide scope of this requirement and the need to differentiate between warranty, and non-warranty work.